

**DRAFT**  
**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

LAW DEPARTMENT - Expenditure incurred on out-sourcing the services of two Attenders namely Smt Devireddy Lakshmi and Smt B. Swarnalatha in Law Department on contract basis through private agency - Payment of Rs.10,495/- (Rupees ten thousand four hundred and ninety five only) to M/s. Signy Management Services Private Limited, Hyderabad for the months of January, 2010 to February,2010 during the period from 21-1-2010 to 20-2-2010 - Sanctioned - Orders - Issued.

**LAW (M.I) DEPARTMENT**

G.O.Rt.No. 358

Dated:25- 02-2010.  
Read the following:

1. G.O.Rt.No. 2501, Finance (SMPC) Department,  
Dated 13-07-2006.
2. G.O.Rt.No. 4271, Finance (SMPC) Department, Dated 1-11-2008.
3. G.O.Rt.No.1813, Law, Dated 07-11-2009.
4. G.O.Rt.No.191, Law, Dated: 01-02-2010.
5. From M/s. Signy Management Services Private Limited, Hyderabad,  
Letter, Dated 22-2-2010 along with Bill No.1043, Dated 22-2-2010  
and Advance Stamped Receipt for Rs.10,529/-.

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**ORDER:**

In the G.O.3<sup>rd</sup> read above, orders have been issued continuing the following posts for one more year w.e.f. 02-04-2009 to 31-03-2010 on outsourcing basis as per the details shown below:-

Sl. No.	Name of the post	No. of posts	Remuneration per month (excluding other statutory payments)
(1)	(2)	(3)	(4)
1	Data Entry Operators	5	Rs.5,500/-
2	Typist (Telugu)	1	Rs.4,900/-
3	Attender (Office Subordinates)	2	Rs. 3,900/-

2. In the G.Os. 4<sup>th</sup> read above, an amount of Rs.10,495/- (Rupees ten thousand four hundred and ninety five only) was sanctioned towards remuneration, 4% Agency Commission and other statutory payments for the months of December,2009 and January, 2010 for the period from 21-12-2009 to 20-1-2010 to M/s. Signy Management Consultancy Services, Hyderabad for sponsoring (2) Attenders namely Smt. Devireddy Lakshmi and Smt.B.Swarnalatha on outsourcing basis.

3. In the reference 5<sup>th</sup> read above, M/s. Signy Management Consultancy Services, Hyderabad has submitted bill along with Advance Stamped Receipt for a sum of Rs. 10,529/- (Rupees ten thousand five hundred and twenty nine only) towards remuneration, 4% Agency Commission and other statutory payments for the months of January, 2010 and February, 2010 for the period from 21-1-2010 to 20-02-2010 for sponsoring the above said (2) Attenders on outsourcing basis.

4. After careful examination, sanction is hereby accorded for payment of an amount of Rs.10, 495/- (Rupees ten thousand four hundred and ninety five only) towards remuneration, 4% Agency Commission and other statutory payments for the months of January, 2010 to February,2010 for the period from 21-1-2010 to 20-02-2010 to M/s.Signy Management Consultancy Services, Hyderabad for sponsoring (2) Attenders namely Smt Devireddy Lakshmi and Smt. B.Swarnalata, as per the details shown below:-

<b>Bill No. &amp; Date</b>		<b>Amount</b>	<b>Period/Classification</b>
Bill No.1048, Dated 22-2-2010.		Rs.7,800/- (@ Rs.3,900/- per month	21-1-2010 to 20-02-2010
	(-)	Rs.936.00	12% on remuneration towards Employees Contribution to Provident Fund
	Sub-Total (A)	Rs. 6,864.00	
	(-)	Rs.136.50	1.75% on remuneration towards Employees contribution to State Insurance (E.S.I)
	Sub-Total (B)	<b>Rs. 6,727.50</b>	<b>Remuneration to be paid to the employee</b>
	(+)	Rs.936.00	12% on remuneration towards Employees Contribution to Provident Fund
	(+)	Rs.1,061.58	13.61% (12% on remuneration towards Employer's Contribution to Provident Fund + 1.61% Administrative Charges)
	(+)	Rs.136.50	1.75% on remuneration towards Employee's contribution to Employee's State Insurance)
	(+)	Rs.370.50	4.75% on remuneration towards Employer's contribution to Employee's State Insurance.
	Sub-Total (C)	Rs.9,232.08	

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	B/F	Rs.9,232.08	
	(+)	Rs.950.90	10.3% on Total Bill (10% Service Tax and 3% on Service Tax towards Education Cess)
	(+)	Rs. 312.00	4% on remuneration towards Agency Commission
	Grand Total	Rs.10,494.98 rounded to Rs.10,495/-	

**(Rupees ten thousand four hundred and ninety five only)**

6. The expenditure sanctioned in para (5) above shall be debited to “2052 Secretariat General Services - M.H 090 Secretariat - S.H. (10) Law Department - D.H. 300 Other contractual services”.

7. Law (Claims) Department are requested to draw an amount Rs.10, 495/- (Rupees ten thousand four hundred and ninety five only) sanctioned at para (5) above and disburse the same to M/s. Signy Management Services Private Limited, Hyderabad under proper acknowledgment.

8. The Managing Director, M/s. Signy Management Services Private Limited, Hyderabad is directed to pay an amount of **Rs. 3,363.75** rounded to Rs.3,364/- (Rupees three thousand three hundred and sixty four only) per each (excluding E.P.F. and E.S.I towards employee's contribution) to Smt Devireddy Lakshmi and Smt.B.Swarnalta, Attenders, Law Department only towards remuneration for the months of January,2010 to February, 2010 for the period from 21-1-2010 to 20-02-2010 and produce a certificate regarding proper remittance of E.P.F. and E.S.I contributions (Employee's + Employer's) for release of payment for subsequent month. Any violation, noticed in payment of remuneration to the individual employed through the agency and remittance of EPF/ESI contributions, action will be taken against the Outsourcing agency as per rules.

To  
The Managing Director,  
M/s. Signy Management Services Private Limited,  
Street No.8, Beside State Bank of Hyderabad, Nallakunta,  
HYDERABAD- 500 044.

Copy to: The D.P.A.O., Secretariat Branch, Hyderabad.

- „ : Law (Claims) Department.
- „ : The Branch Manager, E.S.I. Corporation, Chikkadpally, Hyderabad.
- „ : Employees' Provident Fund Organization, Bhavishyanidhi Bhavan,  
Barkatpura, Hyderabad – 500 405.
- „ : S/f and S/c.